



MINUTES MEETING April 14, 2015

Committee called to order by S. Burks, Co-Chairman, on April 14, 2015 at 7:10 p.m.

Members present: Sarah Burks, Co-Chair, Aimee Taberner, Co-Chair, Jacqueline Bates, Dan Johnson, Geraldine Tremblay, Chris Costello, Tracy Skahan

Advisors present: James McGough, Trustee Emeritus, Chuck Luca

Absent: Paul McGaffigan, Treasurer CEDAM, Inc., Terry Shaoul, Ellen Aamodt, Heather Leavell

Others: Penny Haskell, Anne-Marie Delaunay-Danizio

Minutes of March 10, 2015 – A. Taberner made a motion to approve the minutes of March 10, 2015 as corrected. J. Bates seconded. Unanimously approved.

Volunteer Report- J. McGough distributed and summarized the volunteer report. S. Burks made a motion to accept the volunteer report. J. Bates seconded. Unanimously approved.

Directors' Update- The Directors' reported that the unveiling fundraiser will be held Sunday, August 9th at the Whittemore Robbins House. They are working out the specifics of the program and identifying sponsors. The Directors asked C. Costello if he would be interested in helping design the invitation and inquired as to whether the events candidate ever worked out.

The Treasurer's Report was circulated by H. Leavell on behalf of the treasurer in advance of the meeting.

Calendar – C. Luca reported on AOTG and we discussed the current fees and whether or not they should be raised. We also discussed the timing of the music across the street. S. Burks and A. Taberner said they would bring up that issue at an upcoming event. We further discussed raffle items and P. McGaffigan had indicated through G. Tremblay that he would be interested in taking over collecting raffle items in E. Aamodt absence. C. Luca reported that he and D. Johnson had dinner with Belmont Savings Bank, which went very well, and we discussed inviting them to our next Board meeting.

Collections – C. Costello reported on an Exhibit of a 1920/21 half dollar and that he has been in touch with the US Mint Museum regarding the original to see if we could make a plaster or bronze of the coin. S. Burks reported that Nancy Stutsman from Boston by Foot indicated that she has a small metal coin with the Appeal on it and she is willing to donate it to the museum.

Marketing – S. Burks discussed marketing materials (e.g., bring Mom in for Mother's day – she gets in for free). S. Burks also discussed that she and P. Haskell met to discuss gift shop items. We also discussed that we need to order more throws as some of them that are in storage may have been damaged. P. Haskell reported to us on using the town hall cases as advertising which could be reserved for a month at a time. We discussed dividing the case with other associations since the cases are rather large to fill. We also discussed the Gallery Guide which we thought would be a good project for a student intern.

Facilities - We discussed being closed July 4th. We also discussed that the Pest Management Company has prepared an estimate for repairs, patches, cleaning, etc. and H. Leavell has forwarded the estimate to Carol Kowalski.

Other – G. Tremblay reported that H. Leavell mailed out one precinct worth of letters (approximately 100). G. Tremblay also reported that she purchased a counter which we can use to track attendees at events. Gerry Collins, member of the Belmont Council on Aging requested a tour and we discussed whether or not it would be more beneficial for us to go to them for a presentation (that maybe J. McGough would do?). J. McGough will fill out the form regarding the requested tour and will forward it to A. Taberner and S. Burks.

ACTION ITEMS from April 14, 2015

1. Schedule subcommittee meetings by end of March (subcommittee chairs);
Carry over
2. Status of On the Warpath and storage at Bob Shure's (HL)
Carry over
3. Call Carol K. re: MHC grant and repairs to JCH (HL)
H. Leavell has been in touch re the Mass. Historical Grant in addition to town funds for emergency repairs.
4. Follow up with Nick Batzell (AT)
A. Taberner followed-up with Nick Batzell regarding a sculpture program and we said we would circle back to him with proposals.
5. Send corrections to Ellen on Feb minutes (SB)
Done
6. Check with Arlington Continuing Educ. to get info on museums tour (SR)
Carry over
7. Email new \$5 suggested donation policy to docents; make sign (HL)
H. Leavell wrote up a policy and made a sign for the desk and made copies for the docents.
8. Help with planning for June (now August) fundraiser (Events Subcomm)
See Directors' update

9. Report on new member initiative (HL)
Carry over
10. Tell HL that greeter should tally attendance at ArtVenture event (JB)
Carry over
11. Need flyer for any events on docent desk (all)
Carry over
12. Talk with Billy Lyons (Men. Grille) about promotion opportunities (DJ)
Done. D. Johnson met with him in March and is planning on following up with him.
13. Get more info about smart phone app (SB)
Carry over
14. Check with Christine Sharbrough about QR code project (AT)
Carry over

ACTION ITEMS for May 12, 2015

See Action Items Annex

Meeting was called to end at 9:00 p.m. by S. Burks
Tracy Skahan, Recording/Corresponding Co-Secretary

Rolling Events Calendar

Event	Date	Point of Contact
Have A Heart	Tue. Apr. 28 5:30-7:30	SB
ArtVenture	Sun. May 3 12-4	HL
Chairful, Tea Party	July 10-12	SB/JB
OTWP Fundraiser	Sun. Aug. 9	BdofD
Art on the Green	Sat. Sept. 12 10-4	CL
??ideas??	Oct/Nov/Dec	

Reimbursement Claims

None